



# ESTS SCHOOL

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SCHOOL OF  
THORACIC  
SURGERY

## INTERNATIONAL LEADERSHIP AND MANAGEMENT DEVELOPMENT PROGRAM

29-30 November 2018

Leeds Beckett University, Leeds, UK



Leadership Centre

Organized in Collaboration with  
Leeds Beckett University:  
The Leadership Centre

INFORMATION & REGISTRATION: [www.ests.org](http://www.ests.org)

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## LEEDS BECKETT UNIVERSITY THE LEADERSHIP CENTRE

### International Leadership and Management Development Program

**Overview:** The International Leadership and Management Development Program, accredited to an ILM 5 Certificate, will provide you with a sound understanding of the principles and practicalities of effective line management and has been designed with your role in mind. The programme is designed to give you a framework for success by equipping you with the essential tools, skills and knowledge to be able to manage others with confidence.

**Learn from the Experts:** The sessions will be led by thought leaders in the field of business and management leadership, and include numerous simulations, group discussions and reflections during which taught skills will be applied, practised and considered.

**Qualification Gained:** ILM Level 5 Award in Leadership and Management

**Who is it for?** Tailored for the European Society of Thoracic Surgeons, this programme is suitable for anyone in their career. This intensive and highly interactive programme aims to build on Thoracic Surgeons' knowledge of leadership and management in hospitals, providing a sound understanding of the principles and practicalities to manage different contextual situations. The sessions will be designed to give delegates a framework for success by equipping them with the essential tools, skills and knowledge to be able to manage others with confidence.

#### On completion of this programme delegates will:

- Have a better understanding of their own leadership and management style and be able to utilise other styles when appropriate
- Have increased self - awareness by using psychometrics and needs analysis
- Understand business innovation, enabling them to influence and persuade a range of stakeholders

#### Programme Objectives

1. Use standardised management techniques to drive better results.
2. Develop the ability to lead, motivate and inspire.
3. Provide strategic leadership as well as day-to-day management.
4. Benchmark managerial skills.
5. Understand Business Innovation, therefore influencing a range of stakeholders

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**DAY 1: 29 NOVEMBER 2018**

**LEADING INNOVATION AND CHANGE**

08.45-09.15	<b>ARRIVAL &amp; REGISTRATION</b>	13.45-15.00	<b>LEADING INNOVATION</b>
09.15-09.45	<b>INTRODUCTION – OBJECTIVES/OUTLINE OF THE DAY &amp; WIDER PROGRAMME</b>	15.00-15:15	Coffee break
09.45-10.15	<b>WARM UP EXERCISE</b>	15.15-16.15	<b>COMMUNICATION AND INFLUENCING SKILLS FOR LEADERS</b>
10.15-10.45	<b>CHANGE MODELS AND CONTEXT</b>	16.15-17.00	<b>REFLECTION AND ACTION PLANNING</b>
10.45-11.00	Coffee break	17.00-18.00	<b>SUMMARY AND PREVIEW DAY 2</b>
11.00-11.45	<b>LEADER'S RESPONSE TO CHANGE</b>	18.00	Course dinner
11.45-12.45	<b>LEADING PEOPLE THROUGH CHANGE</b>		
12.45-13.45	Lunch		

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## DAY 2: 30 NOVEMBER 2018

## LEADERSHIP SKILLS

8.45-9.15	<b>ARRIVAL &amp; REGISTRATION</b>	13.00-14.00	<b>THE EMOTIONALLY INTELLIGENT LEADER</b>
9.15-09.45	<b>INTRODUCTION – OBJECTIVES/OUTLINE OF THE DAY</b>	14.00-15.00	<b>EXPERIENTIAL LEARNING – HYDRA SUITE</b>
09.45-10.15	<b>WARM UP EXERCISE</b>	15.00-15.15	Coffee break
10.15-10.45	<b>LEADERSHIP SKILLS</b>	15.15-15.45	<b>REFLECTIVE PRACTICE</b>
10.30-11.00	Coffee break	15.45-16.15	<b>REFLECTION AND ACTION PLANNING</b>
11.00-11.45	<b>EXPERIENTIAL LEARNING – HYDRA SUITE</b>	16.15-16.45	<b>ILM OVERVIEW</b>
11.45-12.15	<b>REFLECTIVE PRACTICE</b>	16.45	<b>SUMMARY AND CLOSE PROGRAMME</b>
12.15-13.00	Lunch		

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## 1 month after taught sessions (January 2019):

- EQi with 1:1 feedback (via Skype)
- 1:1 Coaching Sessions
- Tutorial Session – Assignment 1

## 6 months after taught sessions (July 2019):

- EQi reflection sessions (via Skype)
- 1:1 Coaching – Review and further action planning
- Tutorial Session – Assignment 2

## Location:

The programme will be held at these locations, although exact rooms for each are still to be confirmed:

### **Leeds Beckett University**

Portland Crescent

Leeds

United Kingdom

LS1 3HE

## Programme and Module Information

The programme is structured to provide both theoretical and practical learning with numerous opportunities for personal reflection. We hope this approach will allow you to have a much deeper understanding of yourself and how to get the best out of the people you lead. This journey will help promote a culture of nurturing talent, encouraging personal growth and enhancing personal and career development.

The Leadership Centre adopts a dynamic approach to training, which involves practical application of learning to real world situations; therefore you can apply the training to your workplace challenges from the outset.

Below is an overview of the subjects which will be covered within each module of the Management Development Programme.

### Programme Induction

- Welcome and Induction to the Programme
- ILM Accreditations and benefits

### Developing Great Leaders

- Identify different leadership styles and attributes
- Reviewing own leadership qualities and potential

### Leading Innovation and Change in the Business\*

- Understand the need for innovation and change within an organisation
- Produce innovative solutions to improve organisational performance
- Apply appropriate methods of influence and persuasion.

### Making Informed Decisions

- Understand a range of decision strategies and their uses for Thoracic Surgeons
- Using appropriate decision strategies

### Business Simulation

- Scenario-based learning; reflecting the needs of Thoracic Surgeons clinical environments
- Facilitated feedback by trained observers (filmed)

### Becoming an Emotionally Intelligent Leader \*

- Explain the concept of Emotional Intelligence and its importance in the leadership role
- Identify and evaluate your own characteristics in relation to emotional intelligence

### Assessment:

There will be two assessments during the programme; these have been asterisked above. Support and guidance will be provided to assist you with these throughout the assessment process.

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## The ILM (The Institute of Leadership and Management)

The Management Development Programme is accredited to an ILM 3 Certificate in Leadership and Management.

### Background to the ILM

The Institute of Leadership & Management (ILM) is Europe's largest independent Leadership and Management Awarding body. It works in partnership with around 2,000 centres in the UK, Ireland and across the world to provide high quality development opportunities for leaders and managers at all levels in public, private and voluntary organisations from every employment sector. ILM has rapidly established itself as a leading source of high quality qualifications in team leading and management practice, to support career development and improve individual performance.

As this programme is accredited to an ILM qualification you will receive the following benefits during your study:

### Studying Membership:

Studying membership supports you as you work towards an ILM qualification. This is accessed via the ILM website and you can activate their membership right from the start of their course and are welcome to upgrade to professional membership at any time. The range of benefits developed for this membership includes:

### Network with future leaders

ILM members are active and engaged – The ILM connect members through LinkedIn groups and growing community pages. Members can network with like-minded professionals, share good practice and find advice and support, and back the online community space with regular events for members, both nationally and locally.

### Build your career and develop your skills

The ILM help members to continually improve as leaders and managers – and ILM membership gives members access to a specialist set of resources to develop management skills and careers.

### Access to Learning Zone

Learning Zone is an e-learning resource covering every aspect of leadership and management, with practical resources to drive members' professional development.

### Stay in the know

ILM members get free subscription to the ILM flagship magazine, Edge, plus weekly email newsletters.

Lively, practical, no-nonsense advice is given to keep members at the cutting edge of leadership and management practice.

### Help to transform leadership and management

ILM membership is not just about transforming members' performance- it's about sharing expertise and experience to help each other collectively raise the standards of leadership and management.

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## Additional Resources Available

### Tutorials

During the programme, there will be an opportunity for 1:1 tutorial sessions. The purpose of a tutorial is to help build your confidence to complete your assessment and embed learning from the programme, so if there is anything you are unsure of you can bring it to this session.

Tutorials are a safe learning environment where no question is too silly, no question is too feisty and everything is treated in confidence. Also you may find it useful to sketch out a few ideas to discuss at the tutorial but this is not essential. We hope that your tutorial will support your learning experience and allow you to reach your full potential.

### EQi Feedback

Course participants will be issued with the Emotional Quotient Inventory (EQ-i) psychometric tool questionnaire. This tool was developed to assess the Bar-On model of emotional-social intelligence and will take approximately 30 minutes to complete. Following completion 1:1 feedback via Skype, or in person if convenient, will be available with a dedicated Coach.

### Guest Lecture Series

Leeds Beckett University's Guest Lecture Series is available to any delegate that attends one of our programmes. They provide an opportunity to hear from business leaders, academics and professionals from a range of backgrounds and disciplines. We regularly run guest lectures featuring high-profile individuals from the professional and business world. Informative, stimulating and even controversial, these talks can open your eyes to what's going on across various sectors, support your professional development and help you build your network of contacts.

